

## EEO Public File Report

**A. Employment Unit Covered**

WDTV (TV), Weston, West Virginia  
 WVFX(TV), Clarksburg, West Virginia  
 WETT(FM), Bridgeport, West Virginia

**B. Reporting Period**

June 1, 2014 to May 31, 2015

**C. Full Time Vacancies Filled During Reporting Period**

<b>Job Title</b>	<b>Date Filled</b>	<b>Recruitment Source</b>
News Reporter	6-2-14	Duquesne University-Career Serv
News Reporter/Meteorologist	6-18-14	TV Jobs.com
News Reporter/Anchor	6-30-14	Duquesne University-Career Serv
News Reporter	1-5-15	TVJobs.com
News Meteorologist	1-5-15	Internal Promotion
News Reporter/Meteorologist	1-5-15	TVJobs.com
News Reporter	2-17-15	Duquesne University-Career Serv
Sales	4-27-15	WVFX Job Fair
Sales	5-11-15	WDTV.com
News Reporter	5-18-15	TV Jobs.com
News Reporter	5-25-15	

**D. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy**

**(1) News Reporter**

**Date Filled: 06-2-2014**

**Recruitment Source: Duquesne University-Career Services**

<b><u>Source</u></b>	<b><u>Contact Person</u></b>	<b><u>Address</u></b>	<b><u>Telephone No.</u></b>	<b><u>Did Recruitment Source Request Notification?</u></b>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA	800-374-0119	no

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		92052		
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

(2) News Reporter/Meteorologist

Date Filled: 06-18-14

Recruitment Source: TVJobs.com

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA 92052	800-374-0119	no
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

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**(3) News Reporter/Anchor**

Date Filled: 06-30-2014

Recruitment Source: Duquesne University-Career Service

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA 92052	800-374-0119	no
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

**(4) News Reporter**

Date Filled: 01-5-2015

Recruitment Source: TVJobs.com

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA 92052	800-374-0119	no
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA		no

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		15222		
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

**(5) News Meteorologist**

Date Filled: 01-5-2015

Recruitment Source: Internal Promotion

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA 92052	800-374-0119	no
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

**(6) News Reporter/ Meteorologist**

Date Filled: 01-5-2015

Recruitment Source: TV Jobs.com

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr,	304-848-5000	N/A

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		Bridgeport, WV		
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA 92052	800-374-0119	no
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

**(7) News Reporter**

Date Filled: 02-17-2015

Recruitment Source: Duquesne University-Career Services

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA 92052	800-374-0119	no
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

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**(8) Sales**

Date Filled: 04-27-2015

Recruitment Source: WVFX Job Fair

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WVFX Job Fair	John Swann	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
The Exponent Telegram	Classified	324 Hewes Ave., Clarksburg, WV	304-626-1420	N/A
The Record Delta	Classified	PO Box 550, Buckhannon, WV	304-472-2800	N/A

**(9) Sales**

Date Filled: 05-11-2015

Recruitment Source: WDTV.com

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WVFX Job Fair	John Swann	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
The Exponent Telegram	Classified	324 Hewes Ave., Clarksburg, WV	304-626-1420	N/A
The Record Delta	Classified	PO Box 550, Buckhannon, WV	304-472-2800	N/A

**(10) News Reporter**

Date Filled: 05-18-2015

Recruitment Source: TVJobs.com

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116,	800-374-0119	no

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		Oceanside, CA 92052		
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

(11) News Reporter

Date Filled: 05-25-2015

Recruitment Source: West Virginia University Career Service

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Telephone No.</u>	<u>Did Recruitment Source Request Notification?</u>
WDTV.com	Nathan Smail	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
WDTV Walk-In	Human Resources	5 Television Dr, Bridgeport, WV	304-848-5000	N/A
TVJobs.com		PO Box 4116, Oceanside, CA 92052	800-374-0119	no
Careerservices.syr.edu	Syracuse University Career Services	215 University, Syracuse, NY 13244	315-443-1913	no
Duquesne University	Mike Clark Career Services	G1 Rockwell Hall, Pittsburgh, PA 15282		no
Point Park College	Steve Hallock	201 Wood St., Pittsburgh, PA 15222		no
Robert Morris University	Jon Radermacher	6001 University Blvd., Moon, PA 15108	412-397-4088	no
West Virginia University	Eric Minor	Room 104B Martin Hall, Morgantown, WV 26506	304-293-6117	no

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E. **Total Number of Persons Interviewed for all Full-Time Vacancies Filled During the Reporting Period:** 68

F. **Total Number of Interviewees for All Full-Time Vacancies Filled During the Reporting Period Per Recruitment/Referral Source:**

Newspaper	0
WDTV.com	2
Walk In	
WVFX Job Fair	2
TVJobs.com	30
Duquesne Univ	12
Point Park College	2
Robert Morris Univ	1
Syracuse Univ	1
West Virginia Univ	18

G. **Outreach Activities Performed During the Reporting Period**

Initiative	Scope of Participation and Location
Internship Programs	High school and college students get “hands on” experience in Production, News and/or Promotions. This helps them to acquire the skills needed for employment in the broadcast industry. During this reporting period, WDTV had 1 person in the Web Dept.
Community Calendar	Calendar posted on air with entertainment, educational opportunities, support groups information and other related topics.
2015 Job/Career Fair	Job/Career Fair hosted by WVFX 4-15 Withers hosted and also participated in a job fair held at the Meadowbrook Mall for the community. The job fair was promoted on air on WDTV, WVFX and EVFX stations. Over 1000 members of the community participated.
2015 Job/Career Fair	Job/Career Fair hosted by Alderson Broaddus College 3-15. Withers stations participated in a job fair which help students to find gainful employment.

#### **Training of Equal Opportunity and preventing discrimination**

Patricia Scott, Business Manager, routinely provides updates to the management team on ensuring equal employment opportunities. This is done during the management department meeting as needed throughout the year. Included is a review of FCC EEO Rules and Policies and any other EEO and/or Anti-Discrimination methods. Also discuss proper recordkeeping and meeting the required Outreach Methods. These meetings are attended by the General Manager, Business Manager, Promotions Director, General Sales Manager, News Director, Production Manager, Web/Internet Manager, and Chief Engineer.

Training Programs are also provided to the production department to ensure that employees are well educated and trained on the proper use of master control equipment and maintenance. This also ensures that personnel could qualify for higher level positions.

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### **Sponsorship of Events to Inform the Community**

Withers Broadcasting opens its studio to community groups, including but not limited to colleges, public schools, boy/girl scouts and other local organizations. These tours include general information about the industry and the technology that is used. They are able to talk with employees within different departments and ask questions regarding these jobs. During the reporting time we had 31 tour groups of all ages and also many individual tours.

### **Other Activities Designed to further the Goal of Disseminating Information about Employment Opportunities**

Staff of Withers Broadcasting visit local schools in an effort to let children know of the many different careers in the broadcasting field and in their community. We traveled to 12 middle schools with our Meteorologists and talked with the class about the weather and what it would take to become a meteorologist and how important their education is to their future goals.

We also traveled to 13 elementary schools and recorded individual classes from kindergarten to 2<sup>nd</sup> grade reciting the Pledge of Allegiance. These recordings aired each morning at 6am on our morning news program.

Withers Broadcasting stations run a 30 second spot on air to notify all community groups and organizations of the availability of vacancy and disseminates information about equal employment opportunities. During this reporting period the spot ran numerous times and at a variety of time throughout the day.